

**Agenda Item 7b**

**ACTION MINUTES**

**VENTURA LOCAL AGENCY FORMATION COMMISSION**

**Special Meeting of Wednesday, JANUARY 21, 2004**

**9:05 A.M.**

1. **Call To Order**  
**CHAIR CUNNINGHAM CALLED THE MEETING TO ORDER.**
2. **Pledge of Allegiance**  
**COMMISSIONER BARAJAS LED THE PLEDGE OF ALLEGIANCE.**
3. **Roll Call**  
**THE CLERK CALLED THE ROLL. PRESENT WERE CHAIR CUNNINGHAM, COMMISSIONER BARAJAS, ALTERNATE COMMISSIONER PARKS AND ALTERNATE COMMISSIONER GRANDSEN.**  
**DUE TO THE ABSENCE OF COMMISSIONER LONG AND COMMISSIONER BENNETT, ALTERNATE COMMISSIONER PARKS SERVED AS THE COUNTY REPRESENTATIVE. DUE TO THE ABSENCE OF COMMISSIONER CURTIS AND COMMISSIONER RICHARDSON, ALTERNATE COMMISSIONER GRANDSEN SERVED AS THE SPECIAL DISTRICT REPRESENTATIVE.**
4. **Commission Presentations and Announcements**  
**THERE WERE NO PRESENTATIONS.**
5. **Election of Officers**  
**EXECUTIVE OFFICER EVERETT MILLAIS PRESENTED THE STAFF REPORT AND RECOMMENDED THAT ELECTIONS BE CONTINUED TO THE MEETING OF FEBRUARY 18, 2004. MOTION TO CONTINUE BY COMMISSIONER**

**COMMISSIONERS AND STAFF**

**COUNTY:**  
Steve Bennett  
Kathy Long  
*Alternate:*  
Linda Parks

**CITY:**  
John Zaragoza, Vice Chair  
Evaristo Barajas  
*Alternate:*  
Don Waunch

**SPECIAL DISTRICT:**  
Jack Curtis  
Dick Richardson  
*Alternate:*  
Ted Grandsen

**PUBLIC:**  
Louis Cunningham, Chair  
*Alternate:*  
Kenneth M. Hess

**EXECUTIVE OFFICER:**  
Everett Millais  
(805) 654-2575

**SENIOR PLANNER:**  
Hollie Brunsky  
(805) 654-2866

**CLERK:**  
Debbie Schubert  
(805) 654-2576

**LEGAL COUNSEL:**  
Noel Klebaum

**BARAJAS, SECONDED BY ALTERNATE COMMISSIONER GRANDSEN.  
UPON A VOICE VOTE-  
CONTINUED TO FEBRUARY 18, 2004.**

6. Public Comment - This is an opportunity for members of the public to speak on items not on the agenda.

**THERE WERE NO PUBLIC COMMENTS.**

7. Approval of Action Minutes of the Special Meeting of the Ventura LAFCO held December 12, 2003.

**DUE TO THE ABSENCE OF A MAJORITY OF THE COMMISSIONERS WHO ATTENDED THE DECEMBER 12, 2003 MEETING, COMMISSIONER BARAJAS MOVED TO CONTINUE ACTION ON THE MINUTES TO FEBRUARY 18, 2004, SECONDED BY ALTERNATE COMMISSIONER PARKS. UPON A VOICE VOTE -  
CONTINUED TO FEBRUARY 18, 2004**

#### PUBLIC HEARING ITEMS

8. Calleguas Municipal Water District Annexation - Selleck

A. LAFCO 03-18S Calleguas Municipal Water District Sphere of Influence Amendment – Selleck

B. LAFCO 03-18 Calleguas Municipal Water District -Selleck

**HOLLEE BRUNSKY PRESENTED THE STAFF REPORT. CHAIR CUNNINGHAM OPENED THE PUBLIC HEARING. WITH NO ONE WISHING TO GIVE PUBLIC TESTIMONY, CHAIR CUNNINGHAM CLOSED THE PUBLIC HEARING. AFTER COMMISSION QUESTIONS TO STAFF, MOTION FOR APPROVAL OF A AND B WITH AMENDMENTS TO RESOLUTION 03-18 AS RECOMMENDED BY STAFF MADE BY ALTERNATE COMMISSIONER PARKS, SECONDED BY COMMISSIONER BARAJAS. UPON A ROLL CALL VOTE-**

**COMMISSIONER BARAJAS, ALTERNATE COMMISSIONER PARKS AND ALTERNATE COMMISSIONER GRANDSEN AND CHAIR CUNNINGHAM VOTED YES.  
APPROVED 4-0**

#### ACTION ITEMS

9. LAFCO Staff – Position Descriptions and Classifications

**EVERETT MILLAIS PRESENTED THE STAFF REPORT. MOTION FOR APPROVAL AS RECOMMENDED BY ALTERNATE COMMISSIONER GRANDSEN, SECONDED BY COMMISSIONER BARAJAS. UPON A ROLL CALL VOTE-**

**COMMISSIONER BARAJAS, ALTERNATE COMMISSIONER PARKS AND ALTERNATE COMMISSIONER GRANDSEN AND CHAIR CUNNINGHAM VOTED YES.  
APPROVED 4-0**

10. Municipal Service Review work Plan-Revision  
**EVERETT MILLAIS PRESENTED THE STAFF REPORT. MOTION FOR APPROVAL AS RECOMMENDED BY COMMISSIONER BARAJAS, SECONDED BY ALTERNATE COMMISSIONER GRANDSEN. UPON A ROLL CALL VOTE-  
COMMISSIONER BARAJAS, ALTERNATE COMMISSIONER PARKS AND ALTERNATE COMMISSIONER GRANDSEN AND CHAIR CUNNINGHAM VOTED YES.  
APPROVED 4-0**
11. March 2004 Meeting Date Change  
**EVERETT MILLAIS GAVE THE STAFF REPORT. MOTION FOR APPROVAL AS RECOMMENDED BY ALTERNATE COMMISSIONER GRANDSEN, SECONDED BY COMMISSIONER BARAJAS. UPON A VOICE VOTE-  
APPROVED**

EXECUTIVE OFFICER'S REPORT

**EVERETT MILLAIS REPORTED ON THE TENTATIVE MEETING DATE OF THE CITY SELECT COMMITTEE THAT IS TO APPOINT A CITY MEMBER TO LAFCO, ITEMS EXPECTED TO BE ON THE FEBRUARY 18<sup>TH</sup> AGENDA (CAMARILLO SANITARY DISTRICT ANNEXATION – VILLAGE IN THE PARK AND SPHERE OF INFLUENCE UPDATES), AND CORRECTIONS MADE TO A LETTER ADDRESSED TO THE CITY OF SIMI VALLEY REGARDING SEWER AVAILABILITY FOR PROPERTY AT 3294 LEMON DRIVE IN SIMI VALLEY**

COMMISSIONER'S COMMENTS

**THERE WERE NO COMMISSIONER COMMENTS**

ADJOURNMENT

**CHAIR CUNNINGHAM ADJOURNED THE MEETING AT 9:52 AM.**